

**SHELBY COUNTY BOARD OF COMMISSIONERS  
AGENDA ROUTE SHEET**

Referred to Commission Committee (name) Hospitals & Health

For Commission Action on (date) September 22, 2008

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**A RESOLUTION APPROVING A SUBCONTRACT IN THE AMOUNT OF \$194,260 WITH THE MEMPHIS HEALTH CENTER, INC., TO OPERATE THE SPECIAL SUPPLEMENTAL FOOD PROGRAM FOR WOMEN, INFANTS AND CHILDREN (WIC), AND THIS ITEM REQUIRES EXPENDITURE OF STATE GRANT FUNDS IN THE AMOUNT OF \$194,260.00. SPONSORED BY COMMISSIONER JOYCE AVERY.**

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**CHECK ALL THAT APPLY BELOW:**

☐ This Action does NOT require expenditure of funds.

☒ This Item requires/approves expenditure of funds as follows (complete all that apply):

County General Funds: \$ \_\_\_\_\_ : County CIP Funds: \$ \_\_\_\_\_

State Grant Funds: \$ 194,260.00 : State Gas Tax Funds: \$ \_\_\_\_\_

Federal Grant Funds: \$ \_\_\_\_\_

Other funds (Specify source and amount): \$ \_\_\_\_\_

Other pass-thru funds (Specify source and amount): \$ \_\_\_\_\_

**Originating Department:** Division of Health Services – Personal Health Dept.

**APPROVAL:**

Dept. Head: Johnathan Russell 544-7585 \ \_\_\_\_\_ \ \_\_\_\_\_  
(Type your name & phone #.) (Initials) (Date)

Division Director: Yvonne S. Madlock 544-7583 \ \_\_\_\_\_ \ \_\_\_\_\_  
(Type your name & phone #.) (Initials) (Date)

CIP – A&F Director: \_\_\_\_\_ \ \_\_\_\_\_ \ \_\_\_\_\_  
(Type your name & phone #.) (Initials) (Date)

Finance Dept.: Michael A. Swift 545-4449 \ \_\_\_\_\_ \ \_\_\_\_\_  
(Type your name & phone #.) (Initials) (Date)

County Attorney: Fred E. Jones, Jr. 545-4611 \ \_\_\_\_\_ \ \_\_\_\_\_  
(Type your name & phone #.) (Initials) (Date)

CAO/Mayor: James Huntzicker 544-4269 \ \_\_\_\_\_ \ \_\_\_\_\_  
(Type your name & phone #.) (Initials) (Date)

ITEM NO: \_\_\_\_\_

PREPARED BY: Johnathan Russell

APPROVED BY: \_\_\_\_\_

**A RESOLUTION APPROVING A SUBCONTRACT IN THE AMOUNT OF \$194,260 WITH THE MEMPHIS HEALTH CENTER, INC., TO OPERATE THE SPECIAL SUPPLEMENTAL FOOD PROGRAM FOR WOMEN, INFANTS AND CHILDREN (WIC), AND THIS ITEM REQUIRES EXPENDITURE OF STATE GRANT FUNDS IN THE AMOUNT OF \$194,260.00. SPONSORED BY COMMISSIONER JOYCE AVERY.**

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**WHEREAS, The Health Department through contractual agreement with the State of Tennessee, Department of Health, administers the Special Supplemental Food Program for Women, Infants and Children (WIC) in Shelby County; and;**

**WHEREAS, Memphis Health Center, Inc. is a fully established Primary Health Care facility that is equipped to provide WIC services in accordance to the WIC grant; and**

**WHEREAS, The Health Department, in an effort to better serve residents of Memphis and Shelby County, desires to enter into a subcontract with Memphis Health Center, Inc., in the amount of \$194,260.00 to provide WIC services for the period October 1, 2007 through September 30, 2009; and**

**WHEREAS, A subcontract has been prepared outlining the responsibilities of said parties; and**

**WHEREAS, This action is 100% Grant Funded.**

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF SHELBY COUNTY, TENNESSEE, That the subcontract between Shelby County Government and Memphis Health Center, Inc., to provide WIC services for the period October 1, 2007 to September 30, 2009 in the amount of \$194,260.00 is approved.**

**BE IT FURTHER RESOLVED, That the additional two (2) one (1) year renewal Amendments for Memphis Health Center are hereby approved subject to the annual appropriation of funds for each renewal term's corresponding Fiscal Operating Year by Shelby County Government. In the event sufficient funds for said Amendments are not appropriated by the Board of Commissioners for the fiscal periods relating to any new renewal term, the renewal Amendment will be terminated.**

**BE IT FURTHER RESOLVED, That funds in the amount of \$94,260.00 are hereby appropriated from FY 2008-2009 Operating Budget Account Number 348-400582-6637, and that funds in the amount of \$74,100.00 are hereby appropriated from the FY 2008-2009 Operating Budget Account Number 349-400582-6637.**

**BE IT FURTHER RESOLVED, That the County Mayor and the Director of Administration and Finance are authorized to issue their warrant or warrants to the extent of the appropriation made in this resolution to Memphis Health Center and to take proper credit in their accounting therefore.**

\_\_\_\_\_  
A C Wharton, Jr., County Mayor

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Clerk of County Commission

ADOPTED: \_\_\_\_\_

## SUMMARY SHEET

### **I. Description of Item**

Requesting approval of appropriation of funds for and a subcontract between Shelby County Government and Memphis Health Center, Inc., for Memphis Health Center, Inc., to operate a Special Supplemental Food Program for Women, Infants and Children (WIC) in Shelby County.

### **II. Source and Amount of Funding**

- A. Division of Health Services (WIC)
- |   |                     |
|---|---------------------|
| Budget No. 348-400582-6637 (10-01-07 thru 09-30-08) | \$ 94,260.00        |
| Budget No. 349-400582-6637 (10-01-08 thru 06-30-09) | \$ 74,100.00        |
| Budget No. 349-400582-6637 (07-01-09 thru 09-30-09) | <u>\$ 25,900.00</u> |
| TOTAL   | \$ 194,260.00       |
- B. There are no other costs, direct or indirect associated with this Resolution.
- C. There are no future costs associated with this Resolution that will ultimately be the responsibility of Shelby County Government.

### **III. Contract Items**

- A. This is a subcontract to obtain assistance to operate a Special Supplemental Food Program for Women, Infants and Children (WIC) in Shelby County.
- B. This subcontract is for the period October 1, 2006 through September 30, 2008 in the amount of \$197,570.00.

### **IV. Additional Information Relevant to Approval of this Item**

- Administration recommends approval of this Resolution.
- This subcontract is 100% Grant Funded.
- Memphis Health Center, Inc., maintains an average caseload of approximately 1,250 Women, Infants and Children.
- Memphis Health Center, Inc. was awarded sole source status for the provision of WIC services in zip code 38106. The WIC program provides services in zip code 38106 that include nutritional education and breastfeeding promotion services and implementation of a uniform food delivery system, the Tennessee WIC voucher system for distribution of supplemental food, which includes vendor contracts and monitoring prescribed by the State. The need for the WIC food program in the area was demonstrated through a community assessment that revealed no other agency present in the area to support that need. This subcontract fulfills the need for services that otherwise would not be available to 38106 participants due to lack of available facilities in that area.